



PREFECT POLICY

1 AIMS

- 1.1** The prefect system is a traditional form of 'leadership training'. It gives pupils experience of taking responsibility and of beginning to understand 'authority' and how to persuade people to cooperate.

2 PURPOSE

- 2.1** The key purpose of the role is to:

- To act as a role model for all pupils in School, in terms of behaviour, appearance and commitment.
- To represent the School at events and to be an ambassador for the School within the local community.
- To uphold the School's values and ethos.

3 JUNIOR SCHOOL PREFECTS (YEAR 5)

- 3.1** Every pupil in Year 5 is given the opportunity to be part of the prefect team. Prefects are appointed for one academic year.

4 JUNIOR SCHOOL SENIOR PREFECT TEAM (YEAR 5)

- 4.1** The Prefect Team in the Junior School comprises of the following:

- Head Boy
- Head Girl
- Deputy Head Boy
- Deputy Head Girl
- Prefects

5 JUNIOR SCHOOL PREFECTS SELECTION PROCESS

- 5.1** The Assistant Head of the Junior School will communicate with all Year 5 pupils during the Autumn Term informing them of prefect selection procedure. It will be made clear that inevitably some pupils would be disappointed, but that there are other leadership opportunities available to pupils in Year 5; for example, Pupil Council and Peer Wellbeing Champions.
- 5.2** As part of their PSHE/RSE lessons, Year 5 pupils will be guided to write a letter of application in respect of the prefect and Head Boy/Head Girl/Deputy Head Boy/Deputy Head Girl positions.
- 5.3** Within the letter of application, pupils will be directed to comment on the reasons they wish to become a prefect, their strengths and what qualities they would bring to the post.
- 5.4** They should also indicate if they wish to be considered for the position of Head Boy/Head Girl and/or Deputy Head Boy/Deputy Head Girl. Letters of application form part of the selection procedure.
- 5.5** Those pupils who have applied to be Head Boy/Head Girl and/or Deputy Head Boy/Deputy Head Girl will participate in a hustings in a Year 2-5 assembly in the Autumn Term.
- 5.6** Following the hustings assembly, there will be an election for the prefect team. Pupils in Years 2-5 and staff will vote in this election. The staff vote is weighted double.
- 5.7** The results of the pupil and staff vote and the letters of application will be discussed at a JSLT meeting, prior to the final decisions on the prefect team and the Head Boy/Head Girl and the Deputy Head Boy/Deputy Head Girl appointments being made.
- 5.8** Pupils not selected to be Head Boy/Head Girl and/or Deputy Head Boy/Deputy Head Girl will have the opportunity to become part of the Year 5 Prefect Team.

6 COMMITMENTS FOR JUNIOR SCHOOL PREFECTS

- 6.1** Core Junior School Prefects commitments include:

- Attendance at Open Mornings and Twilight Tours.
- Supporting younger pupils at lunchtimes and breaktimes.

- Acting as a positive role model at all times.
- Assisting staff as needed.

7 EXPECTATIONS OF JUNIOR SCHOOL PREFECTS

7.1 Expectations – standards, duties and role model:

- Maintain high standards of uniform, behavior and attendance at all times.
- Attend all meetings/duties as required.
- Assist staff members when asked.
- Act as a role model for younger pupils

8 JUNIOR PREFECTS (YEAR 8)

8.1 Every pupil is given the experience of being a prefect in Year 8 by constructing a series of 'teams' of Junior Prefects. Each team will carry the responsibilities for part of the year in turn.

8.2 The teams are constructed to include a 'share' of those who are seen as having more natural ability in this area.

8.3 Junior Prefects are usually appointed for one term, although this depends on the number of pupils in Year 8 and may be subject to change. They have jurisdiction over pupils in Years 6–8.

9 SENIOR PREFECT TEAM (YEAR 11)

9.1 The Senior Prefect Team comprises of the following:

- Head Boy
- Head Girl
- Deputy Head Boy
- Deputy Head Girl
- Prefects (variable number)

9.2 Pupils may be selected to be Senior School prefects in the Summer Term of Year 10.

9.3 The prefect year for Senior School prefects runs from just before half term in the Summer Term of Year 10, to half term in the Study Leave in the Summer Term of Year 11.

10 SENIOR PREFECTS SELECTION PROCESS

10.1 The Deputy Head and Head of the Senior School will communicate with all Year 10 pupils during the Spring Term informing them of prefect selection procedure. It will be made clear that inevitably some would be disappointed, but that there are other leadership opportunities available to pupils in Year 11; for example, charity, Year 11 Prom, music and other fields.

10.2 As part of their PSHE/RSE lessons, Year 10 pupils will be guided to write a letter of application in respect of the prefect and Head Boy/Head Girl/Deputy Head Boy/Deputy Head Girl positions.

10.3 Within the letter of application, pupils will be directed to comment on the reasons they wish to become a prefect, their strengths and what qualities they would bring to the post.

10.4 They should also indicate if they wish to be considered for the position of Head Boy/Head Girl and/or Deputy Head Boy/Deputy Head Girl. Letters of application form part of the selection procedure.

10.5 The criteria for selecting a good prefect is outlined on the voting form given to staff by the Deputy Head; for example, leadership qualities, organisational skills and attitude towards others and the School.

10.6 Those pupils who have applied to be Head Boy/Head Girl and/or Deputy Head Boy/Deputy Head Girl will participate in a hustings in a Year 6-10 assembly in the Summer Term.

10.7 Following the hustings assembly, there will be an election for the prefect team. Pupils in Years 6-10 and staff will vote in this election. The staff vote is weighted double. The staff will also have the opportunity on their voting form to vote for the Senior 4 Prefects (Head Boy/Head Girl and Deputy Head Boy/Deputy Head Girl).

10.8 The results of the pupil and staff vote and the letters of application will be discussed at an SMT meeting, prior to the final decisions on the prefect team and the Head Boy/Head Girl and the Deputy Head Boy/Deputy Head Girl appointments being made by the Head and the Deputy Head and Head of the Senior School.

10.9 Senior School prefects have jurisdiction over the whole of the Senior School (Years 6-11).

11 COMMITMENTS FOR SENIOR PREFECTS

11.1 Core Senior Prefects commitments include:

- One lunchtime duty per week.
- Attendance at Open Mornings and Twilight Tours.

- Attendance at Parents Evenings.
- Weekly Prefect meetings.
- Charity/Community Events at least 3 over the year.

12 EXPECTATIONS OF SENIOR PREFECTS

12.1 Expectations – standards, duties and role model:

- Maintain high standards of uniform, behavior and attendance at all times.
- Attend all meetings/duties as required.
- Challenge other students where appropriate – litter; uniform; out of bounds areas; bullying; other unacceptable behaviour.
- Report issues where challenging would not be appropriate.
- Assist teachers when asked.

13 STAFF RESPONSIBILITY

13.1 The Assistant Head of the Junior School is responsible for the management of the Prefect System in the Junior School (Year 5 Prefect Team).

13.2 The Deputy Head and Head of the Senior School is responsible for the management of the Prefect System in the Senior School (Year 8 and Year 11 Prefect Teams)

14 SANCTIONS AND MISBEHAVIOUR

14.1 All prefects at Red House School hold a position of responsibility and are awarded a prefect badge.

14.2 In the event that any prefect in the Senior School is awarded 10 or more demerits in a term, and receive a Deputy Head's Friday evening detention, they will lose their prefect badge and status for 2 weeks. On this first occasion, they must not incur any other demerits during that period and behave in a manner consistent with being a prefect.

14.3 If a prefect in the Senior School is awarded 20 or more demerits in a term, and receives a further Deputy Head's detention, they will lose their prefect badge and status for another 4 weeks, in which time they must go above and beyond in their conduct at school. They must provide examples that show how they have gone above and beyond. Their progress will be discussed in SMT meetings.

14.4 If a prefect in the Senior School is awarded 30 or more demerits in a term, and receive a third Deputy Head's detention, then they permanently lose their badge and prefect status.

14.5 The Deputy Head and Head of the Senior School has the discretion to remove prefect status with immediate effect for a serious breach of the pupil Code of Conduct and school rules.

14.6 In the Junior School, The Head of the Junior School and the Assistant Head of the Junior School have the discretion to remove prefect status for a serious breach of the pupil Code of Conduct, or for behavior which repeatedly is in breach of the pupil code of conduct.

Reviewed by: R Ashcroft, C Thompson & V Smith
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Ratified by: The Education Committee of the Board of Governors
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